

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: JUNE 01, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: VANSELOW
FRASIER
MCDEVITT
WOOD
BROCK
SEEBER
MONTESI
LEGGETT
VACANT

OTHERS PRESENT:

MIKE COLVIN, DIRECTOR OF INFORMATION TECHNOLOGY
MARY BETH CASEY, COMMISSIONER OF THE BOARD OF
ELECTIONS (R)
ELIZABETH McLAUGHLIN, COMMISSIONER OF THE BOARD OF
ELECTIONS (D)
PAM VOGEL, COUNTY CLERK
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
MACDONALD
CHRISTINE SCANLON, *SUN COMMUNITY TIMES*
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY OF THE CLERK TO THE BOARD

Please note, the following contains a summarization of the June 1, 2016 meeting of the Support Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2016/support/>

Mr. Vanselow called the meeting of the Support Services Committee to order at 1:44 p.m.

Motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Michael Colvin, Director of Information Technology, who distributed copies of the agenda to the committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review Mr. Colvin presented the following request:

- 1) To appropriate funds in the amount of \$38,160 from Budget Code A.895.00, Computer Reserve Fund, to various budget codes.

Motion was made by Ms. Wood, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Continuing with the agenda review, Mr. Colvin stated he had an answer for Ms. Seeber's inquiries regarding Twitter and Facebook; he advised Warren County had a Twitter account that had not been updated in three years. A brief discussion ensued regarding the maintenance and usage of the Warren County Twitter account. Mr. Colvin stated Facebook was used for departmental accounts but the Twitter account was a County site. Ms. Seeber stated she would revisit the topic next month after she had done research on a possible policy for use of the Twitter account.

This concluded the Information Technology portion of the meeting.

Privilege of the floor was extended to Mary Beth Casey, Commissioner of the Board of Elections, who distributed copies of the Board of Elections agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Casey presented the following request:

- 1) For Ms. Casey and Elizabeth McLaughlin, Commissioner of the Board of Elections and their respective Deputies, to attend the Election Commissioners Association Conference in Alexandria Bay, New York August on 1 – 4, 2016.

Motion was made by Ms. Wood, seconded by Mrs. Frasier, and carried unanimously to approve the request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

This concluded the Board of Elections portion of the meeting.

Privilege of the floor was extended to Pam Vogel, County Clerk, who distributed copies of the County Clerk/DMV agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Mrs. Vogel presented the following requests:

- 1) To amend the Table of Organization and Salary Schedule to reclassify the position of Senior Account Clerk, (Grade 7), Annual Base Salary \$40,232, to Principal Account Clerk, (Grade 10), Annual Base Salary \$44,451, effective June 15, 2016.

Motion was made by Mrs. Frasier, seconded by Mr. Legget and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request is on file with the minutes.*

- 2) To fill the vacant position of Recording Clerk part time, (Grade 7), Annual Base Salary of \$30,959 (pro-rated to 1000 hours at \$14.88 per hour) due to resignation.

Motion was made by Mr. McDevitt, seconded by Mr. Brock, and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

There being no further business to come before the Support Services Committee, on motion made by Mr. Montesi and seconded by Mr. Brock, Mr. Vanselow adjourned the meeting at 2:06 p.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board